

CHENEY TECH BOOSTER CLUB, INC. BY-LAWS

Section I. - Name

The name of this organization shall be the Cheney Tech Booster Club, Inc. (hereinafter referred to as the “Corporation”).

Section II. – Purpose

1. The purpose of the Corporation shall be the supporting, developing, promoting, and regulation of national amateur sports competition and recreational activities for students at Cheney Tech High School, to promote educational opportunities for the students and to promote social welfare by combating juvenile delinquency among the students at Cheney Tech High School.
2. To engage in any other lawful act or activity for which corporations may be formed under the Connecticut Revised Non-stock Corporation Act, Sections 33-1000, et seq. (the “Act”); provided, that in all its activities the Corporation shall operate exclusively for charitable and educational purposes and to foster national amateur sports competition, thereby entitling the Corporation to exemption under the provisions of IRC Section 501(c)(3) or corresponding section of any future federal tax code.

Section III. - Objectives

The objectives of the Corporation are as follows:

1. Ensuring that the Corporation shall be non-union, non-profit, and no part of the net earnings shall inure to the benefit of any individual member.
2. Encourage and support the academic endeavors of Cheney Tech’s student athletes.
3. Promote school spirit and sportsmanship and encourage attendance at all Cheney Tech athletic events.
4. Provide supplementary financial support for the various athletic activities at Cheney Tech.
5. Aid staff in organizing and staging special events, fundraisers and projects.

Section IV. - Corporation Affiliation

1. No member is to use his or her membership to influence or otherwise profit from the Corporation.
2. Athletic team officials who are members must speak only as a member and not as a team official.
3. Athletic team officials who are not voting members, may only offer suggestions when in attendance or when guests of this organization.
4. Only officers and committee chairpersons shall make contact with officials of the athletic team regarding Corporation matters, and then only with the approval of the President.
5. The President may notify and invite a representative of the team to the meeting when necessary.
6. The Corporation shall be noncommercial, nonsectarian and nonpartisan.
7. The Corporation shall not directly or indirectly participate or intervene in any political campaign on behalf of, or in opposition to, any candidate for public office.
8. No part of the net earnings of the Corporation shall inure to the benefit of, or be distributed to its members, directors, officers or other private persons except that the Corporation shall be authorized and empowered to pay reasonable compensation for services rendered.

Section V. – Officers and Terms

1. There shall be Two (2) types of officers: Elected Officers and Committee Chairpersons. The President, with the approval of the Executive Board shall appoint Committee Chairpersons.
2. All officers of the organization shall serve in their elected positions for a period of (1) one year. Members who are still attending high school may not be officers. An active member is one who attends meetings on a regular basis and actively participates in various club activities other than parties, throughout the year.
3. The Executive Board shall consist of elected officers (President, Vice-President, Treasurer and Secretary).
4. The Board of Directors shall consist of the Executive Board and the standing Committee Chairpersons.
5. The President shall preside at all meetings of the Corporation. In the event of the President's absence, the Vice-President shall preside. If both are absent, the Treasurer will preside. If all of the aforementioned officers are absent, the Secretary shall preside. In the event that all major officers are absent, the meeting will be postponed.
6. Elections:
 - A. Nominations shall be held at the May general meeting, where any member meeting the requirements listed in Section V – 2 may be nominated for an office and nominations seconded. Each nominee must accept or decline his or her nomination at this time.

- B. The listing of all candidates for an officer is to be drawn up and printed in the next newsletter. An absentee ballot shall be made available to any member upon request.
 - C. The election of officers shall be held at the first general meeting in June, and shall take place after the regular business of the general meeting is concluded.
 - D. All of the nominations from the May general meeting shall be announced with additional nominations taken from the floor with a second. Nominees must be present to accept or decline at this time. There will be no limit to the number of nominations. A motion to close nominations with a second must be made before voting can take place.
 - E. All voting shall be done by secret ballot.
 - F. The President shall appoint a committee to count the ballots after each vote. The results will be announced immediately after the vote for the office and before the vote is taken for the next office.
 - G. The President shall be the first officer elected and shall assume the responsibilities of the office after the installation of the newly elected officers.
7. The new President shall do the appointment of Committee Chairperson at a regularly scheduled meeting.
8. Removal:
- A. A motion to remove an officer or chairperson from their position for cause may be made by any active member. The motion shall be processed following regular business procedures. Should the regular business procedures result in the officer or chairperson being removed from their position, the person shall remain a member of the corporation and shall not prevent them from being elected or appointed to a position in the future.
9. An emergency meeting can be called by the President with endorsement from the majority of officers, provided that the following procedures are employed for such meeting:
- A. The meeting is called within ten (10) days.
 - B. Vice President of Membership must contact all active members of the Corporation informing them of the meeting and its purpose.
 - C. Only the issue pertaining to the emergency meeting will be discussed at the meeting.
 - D. If a vote is needed, it will only pertain to the issue of the emergency meeting.

Section VI. – Membership and Dues

1. Memberships shall be from June to June of each year. Members shall provide the corporation with updated information annually.
2. Within 10 days of receipt of up to date contact information, the corporation shall send members membership cards.

Section VII. – Meetings and Procedures

1. The regular meetings will be scheduled as needed.
2. The President may call special meetings at any time. Board meeting will be held as needed at a time and place designated by the President.
3. The Secretary shall read the minutes of the previous regular meeting.
4. The Treasurer will give a financial report including details of all receipts and expenditures for the previous month at every meeting.
5. The President shall ask for committee reports from each chairperson, followed by discussion, this includes old and new business.
6. When needed at the end of a discussion, a motion may be made and seconded. A verbal show of hands or secret ballot shall be taken. A simple majority shall carry the vote and is final.

Section VIII. – Terms

1. Quorum – The minimum number of members of an organization who must be present for the valid transaction of business. The minimum number is 40% of the membership or eight (8), whichever is the lessor.
2. Simple Majority – Majority rule.
3. Board of Directors – Executive Board and Committee Chairpersons.
4. Board Meeting – Meeting of elected officers and standing committee chairpersons.
5. Corporation – The Howell Cheney Technical High School Corporation.
6. Executive Board – Elected officers: President, Vice President, Treasurer and Secretary.

Section IX. – Duties of Officers

1. The President shall preside at all meetings of the Corporation. He or She shall appoint all Standing Committees with the approval of the Executive Board. He or she shall appoint all Special Committees and shall be an ex-officio member of all committees. He or she shall be allowed to vote in the event of a tie.
2. The Vice-President shall perform the duties of the President or Secretary in the absence of either.
3. The Secretary shall keep an accurate record of the proceedings of all meetings of the Corporation. He or she shall conduct the general correspondence of the Corporation and keep an accurate list of memberships and perform such other duties as pertain to the office. He or she shall keep an attendance record of all members at every meeting. The Secretary shall be responsible for distributing minutes from previous meetings.
4. The Treasurer shall collect all money due to the Corporation, keep an accurate record thereof, and deposit same in the name of the bank selected by the Executive Board. He or she shall present a full report at each regular meeting of the Board of Directors and regular meetings or at any time upon request. Bills will be paid upon receipt, no later than thirty (30) days after the incurred expense.

Finances will be totally transacted through a checking account under the name of the Corporation. All checks written by the Corporation shall require either the signature of the President or. Checks to the Corporation shall be made payable to Cheney Tech Boosters.

Section X. – Code of Conduct

1. All members of the Corporation shall act in good faith at all events, social and athletic. Any member that is violent or abusive in action shall give just cause for dismissal as a member of the Corporation. Such actions should be reported in writing to the Board of Directors stating the offensive action, date, and be signed by the individual reporting the incident. A vote shall be taken at the next regular meeting on actions of any member that warrants a review from the Board of Directors.
2. No member of the Corporation will in any way interfere with the coaching or operations of the Howell Cheney Technical High School athletic teams.

Section XI. – Budgeting and Expenditure Authority

1. The board shall have authority to allocate funds for the general operating expenses of the Corporation. If additional funds become available, the board will compile a list of possible approved expenditures from members and coaching staff and present it to the membership for voting. A two-thirds majority vote of members present is required to appropriate funds for requested expenditures received.
2. The Treasurer shall maintain a budget which accounts for all anticipated revenue and expenditures throughout the year. All monies received by the Corporation shall be turned over to the Treasurer, who shall deposit same into a local depository in the Corporation's account. Deposit receipts shall be obtained by the Treasurer and permanently retained as part of the Corporation's financial records.
3. No unbudgeted expenditures shall be made without approval of the board.
4. The Treasurer shall have custody of all funds of the Corporation.
5. All expenditures of the Corporation will be paid by the Corporation with a check written on the Corporation's account at the selected bank. All checks shall require a Check Approval Form signed by the President and the Treasurer and shall be made part of the Corporation's financial records. The Treasurer shall sign personal reimbursement checks to the President, and the President shall sign personal reimbursement checks to the Treasurer. The Treasurer shall supply the bank with a signature card with any changes at the end of the Corporation's fiscal year. The Treasurer shall obtain monthly statements from the bank and shall retain such statements as part of the Corporation's financial records.
6. The fiscal year of this organization shall end June 30th and begin July 1st.
7. Notwithstanding any provision to the contrary contained herein, none of the income or assets of the Corporation shall ever be distributed to its officers or directors: provided, however, that the Corporation may reimburse officers and

directors for reasonable expenses incurred in the regular course of carrying out the Corporation's purpose.

Section XII. – Finances

1. All monies received by the Corporation for any purpose shall be deposited to the credit of the Corporation in a financial institution or institutions selected by resolution of the Executive Board.
2. Funds raised by and/or allocated to specific sports teams, although deposited in the Corporation's account, shall be separately tracked as "encumbered funds" for each sports team. Expenditures from these encumbered funds do not require Executive Board approval but may be expended on behalf of these teams at the discretion of the team's Head Coach and/or duly authorized member.
 - A. Funds raised by projects that have a specific advertised purpose, shall be deposited (and separately tracked) in the Corporation's general fund to ensure that it is disbursed for the advertised purpose and to safeguard the integrity of the Corporation and the School.

Section XIII. – Dissolution

1. In the event of dissolution of the Corporation, all funds shall be transferred to the Student Activity Fund.
2. Any other act of dissolution of the Corporation must be voted on by the membership. In the event of the dissolution of the Corporation, all funds shall be disbursed at a final meeting called by the President.
3. Notwithstanding any provision to the contrary contained herein, if the Corporation is dissolved, any assets remaining after payment of all its liabilities and obligations shall be distributed to nonprofit organization(s) exempt under IRC Section 501(c)(3), or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose, in such proportions and amounts as the Board of Directors shall determine or as otherwise allowed under applicable law. Notwithstanding anything in these Bylaws to the contrary, none of such property, assets or proceeds shall be distributed to, or divided among, any of the directors of the Corporation.

Section XIV. - Amendments

1. These by-laws may be amended or lengthened at any time with the following procedures:
 - A. The amendment is placed on the floor as a motion.
 - B. Discussion of the motion, pro and con, if any.
 - C. The motion will rest until the next regular meeting.
 - D. At the next regular meeting the discussion will resume, pro and con. At the end of the discussion, a show of hands vote will be taken. The motion shall pass or fail by a two-thirds majority vote. If passed, it shall be entered immediately.

E. A copy of the amendments shall be distributed to each member at the next regular meeting. It is the member's responsibility to attach the amendment to his or her copy of the by-laws, which he or she received upon joining the Corporation.

Section XV. – Adoption of By-Laws

1. The By-laws have been read at one (1) regular Corporation meeting and accepted by a simple majority.

Section XVI. - Placement

1. A copy of these by-laws shall be given to the Principal of the Howell Cheney Technical High School.

2. A copy shall be given to each member at the time that they join the Corporation.

Section XVII. – Miscellaneous

1. The President or Vice-President may approve spending up to but not exceed Four Hundred Dollars (\$400.00) without prior approval. Proper receipts shall be turned in to the Treasurer with no exceptions.

2. Expenditures over Four (4) Hundred Dollars (\$400.00) shall be approved by a two-thirds majority at regular scheduled meetings or by conference call.

Section XVIII. – Severability

1. If any provision of these by-laws is found, in any action, suit or proceeding, to be invalid or ineffective, the validity and the effect of the remaining provisions shall not be affected.

Section XIX. – Approval of By-laws

1. A two-thirds majority vote of members present, a quorum being present, at any formal or board meeting shall be sufficient to give these by-laws full force and effect.
2. These by-laws were adopted by the Corporation Board at its February 2008 meeting to be effective immediately. Adoption of these by-laws will be recorded in the official minutes of the February 25, 2008, Corporation meeting.

President: Tina Glidden

Vice President: Fred Huhn

Secretary: Virginia Huhn

Treasurer: Alicia Shipman

Principal: Robert Sartoris

Athletic Director: Fred Huhn